

1 **MINUTES OF NOVEMBER 7, 2019**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON NOVEMBER 7 AT 3:02 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD,
5 SAN RAFAEL, CALIFORNIA.
6

7 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, C. Murray, J. Schriebman and
8 C. Yezman
9

10 **BOARD MEMBERS ABSENT:** None.
11

12 **STAFF PRESENT:** Mike Prinz , General Manager (Present for Closed
13 Session item #2); Robert Ruiz, District Treasurer (Present
14 for Closed Session item #2); Teresa Lerch, District
15 Secretary; Amy Shultz, Admin/Financial Specialist,
16 Anthony Asaro, Skilled Maintenance Worker I
17

18 **OTHERS PRESENT:** David Byers, District Counsel ; Bobbi Bennett, Regional
19 Government Services (Present for Closed Session
20 Item 1)
21

22 **ANNOUNCEMENT:** President Murray announced that the agenda had been
23 posted as evidenced by the certification on file in
24 accordance with the law.
25

26 **PUBLIC COMMENT:** None.
27

28 **BOARD INTRODUCTION TO NEW LGVSD STAFF**

29 Mike Prinz introduced Amy Schultz, Admin/Financial Specialist and Anthony Asaro, Skilled Maintenance
30 Worker I to the Board. Discussion ensued.
31

32 **ACTION:**
33

34 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
35 CLOSED SESSION ON NOVEMBER 7, 2019 , AT 3:09 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH
36 ROAD, SAN RAFAEL, CALIFORNIA.
37

38 Asaro, Lerch, Prinz, Ruiz, and Shultz left at 3:09 PM.
39

40 **CLOSED SESSION:**
41

42 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – General Manager: pursuant to subdivision
43 (b)(1) of Government Code Section 54957.
44

45 **CONFERENCE WITH LABOR NEGOTIATOR** - Agency designated representative: Robert Ruiz,
46 Administrative Services Manager. Employee Organization: OE3; pursuant to Government Code Section
47 54954.5 Section 54957.6
48

49 **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION** – Significant exposure to
50 litigation pursuant to Paragraph (2) of Subdivision (d) of Government Code Section 54956.9: One
51 Potential Case.
52

53 **ADJOURNMENT:**
54
55

56 **ACTION:**
57 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
58 November 7 at 4:30 pm.

59
60 **STAFF PRESENT:** Mike Prinz , General Manager; Mike Cortez, District
61 Engineer; Teresa Lerch, District Secretary; Greg Pease,
62 Collections/Safety Manager; Robert Ruiz, District
63 Treasurer
64

65 **OTHERS PRESENT:** None.

66
67 **PUBLIC COMMENT:** Fani Hanson and Gary Hansen, DHA Architects spoke to
68 the Board.
69

70 **CONSENT CALENDAR:**

71 These items are considered routine and will be enacted, approved or adopted by one motion unless a request for
72 removal for discussion or explanation is received from the staff or the Board.

- 73 A. Approve the Board Minutes for October 17, 2019
- 74 B. Approve the Warrant List for November 7, 2019
- 75 C. Approve Board Compensation for October, 2019.
- 76 D. Approve meeting request for Yezman to attend the Bay Area Women's Leadership Summit
77 meeting on November 20, 2019 in Burlingame, CA
- 78 E. Approve Schriebman to attend the CASA Winter Conference in Indian Wells
79 on January 21-23, 2020
- 80 F. Approve Award of Contract to Hazen and Sawyer for Engineering Services for the Flow
81 Equalization System
- 82 G. Approve Application of Allocation of Capacity and Will Serve Letter for APN 175-171-07,
83 13 Jefferson Ave
- 84 H. Approve Application of Allocation of Capacity and Will Serve Letter for APN 155-074-02,
85 4136 Redwood Highway
- 86 I. Approve Fall 2019 Newsletter
87

88 Items A, C, D, F, G and I were discussed.
89

90 **ACTION:**

91 Board approved (Schriebman/Elias 5-0-0-0) the Consent Calendar items A through I.

92 **AYES:** Clark, Elias, Murray, Schriebman and Yezman.
93 **NOES:** None.
94 **ABSENT:** None.
95 **ABSTAIN:** None.
96
97

98 **DRAFT SEWER LATERAL ORDINANCE**

99 Board considered the proposed draft sewer lateral ordinance text regarding regulation of inspection,
100 maintenance, and replacement of sewer laterals. Discussion ensued.

101

102 **ACTION:**
103 Board approved (Schriebman/Clark 5-0-0-0) the Draft Sewer Lateral Ordinance with the requested
104 revisions and set a date for the Public Hearing for November 21, 2019.

105 AYES: Clark, Elias, Murray, Schriebman and Yezman.

106 NOES: None.

107 ABSENT: None.

108 ABSTAIN: None.

109

110 Pease let at 5:55 pm.

111

112 **PROPOSED ORDINANCE 179 AN ORDINANCE AMENDING TITLE 1 CHAPTER 2 OF THE**
113 **ORDINANCE CODE OF THE LAS GALLINAS VALLEY SANITARY DISTRICT TIME AND PLACE FOR**
114 **REGULAR MEETINGS AND SETTING OF PUBLIC HEARING**

115 Board reviewed the proposed Ordinance 179 – An Ordinance modifying Title 1 Chapter 2 of the Ordinance
116 Code of the Las Gallinas Valley Sanitary District amending time and place for regular board meetings.

117 Discussion ensued.

118 **ACTION:**

119 Board approved (Yezman/Clark 5-0-0-0) setting a Public Hearing date of November 21, 2019 for the
120 Proposed Ordinance 179 an Ordinance Amending Title 1 Chapter 2 of the Ordinance Code of the Las
121 Gallinas Valley Sanitary District Time and Place for Regular Meetings.

122 AYES: Clark, Elias, Murray, Schriebman and Yezman.

123 NOES: None.

124 ABSENT: None.

125 ABSTAIN: None.

126

127 **AWARD OF CONTRACT TO CATS4U, INC. FOR INFLUENT SCREENS REBUILD**

128 Board reviewed the budget revision and the Award of Contract to CATS4U for Influent Screens Rebuild.

129 **ACTION:**

130 Board approved Yezman/Schriebman 5-0-0-0) the budget revision and Award of Contract to CATS4U for
131 Influent Screens Rebuild.

132 AYES: Clark, Elias, Murray, Schriebman and Yezman.

133 NOES: None.

134 ABSENT: None.

135 ABSTAIN: None.

136

137 **SPECIAL MEETING AGENDA FOR NOVEMBER 15 BOARD RETREAT**

138 Board and staff discussed the upcoming Board retreat and agreed to the November 15th Special Meeting
139 located at 101 Lucas Valley Road, Suite 300, San Rafael from 9 am to 2:30 pm.

140

141 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

142 Discussion ensued.

143

144 Byers left at 6:11 pm.

145

146 **INFORMATION ITEMS:**

147 **STAFF / CONSULTANT REPORTS:**

148 1. General Manager Report – Verbal – Prinz reported.

149 Topics included:

150 • Safety – Reclamation cattail maintenance effort temporarily requiring partial closure of
151 reclamation area

152 • PSPS – Discussed diesel delivery problems (no 300 SMR in OES diesel contract)

153 • Various project updates

154 • Warranty replacement Solar Panels have arrived. Coordinating installation

- 155 • BERS: Microturbine failure. Replacement may be required. Cost could be as high as
156 \$150,000.
157 • Move to 101 Lucas Valley Road is approaching. Tenant improvements almost done.
158
159 2. Award of Contract to CATS4U, Inc for Effluent Disposal Marsh Pond Capacity Restoration –
160 Written – Cortez reported
161 3. Senate Bill 13 – Accessory Dwelling Units – Written – Cortez report
162

163 Cortez left at 6:42 pm
164

165 **BOARD REPORTS:**

- 166 1. LAFCO – Verbal – Murray reported
167 2. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – Schriebman reported.
168 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal – Schriebman reported.
169 4. Flood Zone 7– verbal – Yezman reported.
170 5. NBWA
171 Board Committee – Verbal – no report.
172 Steering Committee – Verbal – Clark reported.
173 JTC – Verbal – no report.
174 6. NBWRA /North Bay Water – Verbal - no report.
175 7. Engineering Subcommittee – Verbal – Yezman reported.
176 8. Other Reports –Written – Disinfection Byproducts – Murray reported.
177

178 **BOARD REQUESTS:**

- 179 A. Board Meeting Attendance Requests – none.
180 B. Board Agenda Item Requests – none.
181

182 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE CONTINUED:**

183 Discussion ensued.
184

185 **ADJOURNMENT:**

186

187 **ACTION:**

188 Board approved (M/S Yezman/Elias 5-0-0-0) the adjournment of the meeting at 7:12 pm.

189 AYES: Clark, Elias, Murray, Schriebman and Yezman.


190 NOES: None.

191 ABSENT: None.

192 ABSTAIN: None.
193

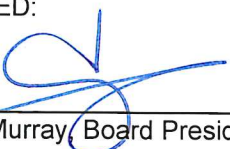
194 The next Board Meeting is scheduled for November 15, 2019 at 101 Lucas Valley Road, Suite 300, San
195 Rafael.
196

197 **ATTEST:**

198 
199
200

201 _____
202 Teresa Lerch, District Secretary
203

204 **APPROVED:**

205 
206
207 _____
208 Craig K. Murray, Board President
209

210 SEAL

